

CLEAR LAKE CITY WATER AUTHORITY

900 Bay Area Boulevard • Houston, Texas 77058 • 281/488-1164
• Fax 281/488-3400

February 3, 2014

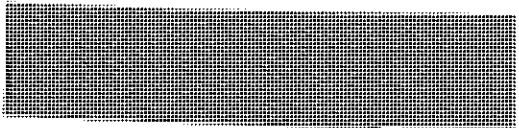
To: All Persons Interested in the Meeting of the Clear Lake City Water Authority Board of Directors:

Notice is hereby given that the Board of the Clear Lake City Water Authority will convene in Regular Session open to the public at 900 Bay Area Boulevard within such Authority at 7:00 p.m. on February 6, 2014 for the following purposes:

1. Ratify item #15 from the January 9, 2013 Regular Board Meeting for authorization to advertise for Sanitary Sewer Phase 60 Smoke Testing;
2. Ratify item #20 from the January 9, 2013 Regular Board Meeting for the CLCWA to join the Chamber of Commerce;
3. Approve or correct minutes of the January 9, 2014 Regular Meeting;
4. Comments from the floor (5 minute limitation);
5. Consider and act upon approval of financial audit ending September 30, 2013;
6. Consider and act upon approving Order Calling Directors Election;
7. Consider and act upon designating agent for Directors Election;
8. Consider and act upon entering into contract for electronic voting equipment;
9. Consider approving Resolution regarding Tax Exemptions for 2014;
10. Consider approving Resolution Providing for a Penalty to Defray Cost of Collecting Delinquent Property Taxes;
11. Receive Tax Assessor/Collector Report ending January 31, 2014;
12. Consider and act upon Financial Report ending November 30, 2013;
13. Consider and act upon the Operating Disbursement's Report ending January 31, 2014;
14. Review and approve Pay Application No. 5 for the Water Meter Replacement Program;
15. Review and approve Pay Application No. 3 & Final for Water System Phase 2 Rehabilitation;
16. Review and approve Pay Application No. 1 for Sanitary Sewer Phase 58 TV Inspections;

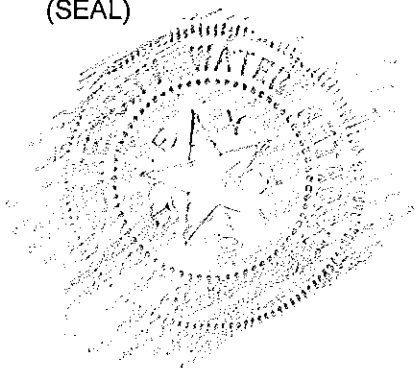
17. Ratify the action to authorize the advertising for bids for Sanitary Sewer Phase 60 Smoke Testing;
18. Review bids and award the construction contract for Sanitary Sewer Phase 60 Smoke Testing;
19. Review and approve Pay Application No. 2 for Lift Station 12 Rehabilitation;
20. Review and approve Pay Application No. 1 for Storm Sewer Phase 24 Rehabilitation;
21. Review bids and award the construction contract for Storm Sewer Phase 25 Rehabilitation;
22. Authorize the advertising for construction bids for Exploration Green Phase 1A Detention Pond;
23. Review and act upon the Engineer's Report and any matters pertaining to construction contracts;
24. Consider and act upon approval of the Capital Projects Disbursements;
25. Receive and act upon Attorney's Report;
26. Consider and act upon the Investment Summary ending December 31, 2013;
27. Receive General Manager's Report;
28. Old and New Business

Following the Board's consideration, and action if any, on the above items, the Board will adjourn from Regular Session and reconvene in Closed Session pursuant to §551.071 of the Government Code for the purpose of consulting with its attorney, pursuant to §551.072 of the Government Code to deliberate regarding real property and pursuant to §551.074 of the Government Code to discuss personnel matters.



James H. Byrd
General Manager
Clear Lake City Water Authority

(SEAL)



CLEAR LAKE CITY WATER AUTHORITY
Board of Directors'
Regular Meeting Minutes
February 6, 2014

Regular Meeting The Board of Directors of the Clear Lake City Water Authority convened in regular session open to the public at the regular meeting place in its office at 7:00 p.m. on February 6, 2014. Roll was called of the members:

Quorum Present Mrs. Gayle Yoder, President;
Mr. John Branch, Vice President;
Mr. Robert T. Savely, Secretary;
Mr. Vince Johnson, Director;
Mr. Gordon Johnson, Director.

All were present.

Also present were:

Mr. James Byrd, General Manager;
Mr. Curtis Rodgers, Director of Utilities;
Mr. Bill Rosenbaum, Engineer;
Mr. William Schweinle, Attorney;
Ms. Julianne Kugle, Bond Attorney;

(See visitor roster attached hereto as part of these minutes and identified as Exhibit A.)

1. Ratify Agenda Item #15 from the 1/9/14 Board Meeting
Approved Ratify item #15 from the January 9, 2014 meeting for authorization to advertise for Sanitary Sewer Phase 60 Smoke Testing.

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to ratify item #15 from the January 9, 2014 meeting.

2. Ratify Agenda Item #20 from the 1/9/14 Board Meeting
Approved Ratify item #20 from the January 9, 2014 meeting for the CLCWA to join the Chamber of Commerce.

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to ratify item #20 from the January 9, 2014 meeting.

3. Minutes of 1/9/14 Regular Meeting
Approved Reading of the minutes of the January 9, 2014 meeting was waived due to all Directors having received copies prior to the meeting.

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve the minutes for the January 9, 2014 meeting.

4. Comments from the Floor

Tim Dittman with The Arts Alliance Center at Clear Lake (TAACCL) addressed the Board. TAACCL would like to partner with CLCWA and add sculptures and art in areas along the hike/bike trails at Exploration Green. TAACCL is also interested in obtaining CLCWA's building at 17306 El Camino Real (former CLCVFD/CLEMC fire station), to use for teaching space and working projects. The Board said they would discuss their request in the future.

Sabin Nasif was present to discuss a late charge on his water bill. He wants the late fee waived, but the Board stated they have to follow Policy and denied his request.
5. Draft of the Financial Audit for Fiscal Year Ending September 30, 2013
Approved

Mr. Noel Barfoot presented a draft copy of the financial audit for the fiscal year ending September 30, 2013 for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit B.)

Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to approve the draft financial audit for the fiscal year ending September 30, 2013, subject to any changes.
6. Order Calling 2014 Director's Election
Approved

Ms. Julianne Kugle presented to the Board an Order Calling the Director's Election for May 10, 2014, for approval. (Copy attached hereto as part of these minutes and identified as Exhibit C.)

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve the Order Calling the May 10, 2014 Director's Election.
7. Appoint S. K. Law as Agent for Election
Approved

Ms. Julianne Kugle presented to the Board an offer to designate appointing S. K. Law as the agent for the May 2014 Director's Election for approval.

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve S. K. Law as Agent for the Director's May 2014 Election.
8. Contract for Electronic Voting Equipment
Approved

Ms. Julianne Kugle presented to the Board a contract agreement with ES&S for electronic voting equipment for review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit D.)

Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to approve the contract for the electronic voting equipment, subject to final review of the contract by the attorney.
9. Resolution Regarding Tax Exemptions for 2014
Approved

A Resolution Regarding Tax Exemptions for 2014 was presented to the Board for review and approval. This is the annual renewal of exemption for over 65, veterans, and disabled. No changes were made from the previous one. (Copy attached hereto as part of these minutes and identified as Exhibit E.)

Thereupon, by motion duly made by Director Savely and seconded by Director V. Johnson, the Board voted unanimously to approve the Resolution Regarding Tax Exemptions for 2014.
10. Resolution Providing for a Penalty to Defray Cost of Collecting Delinquent Property Taxes
Approved

A Resolution Providing for a Penalty to Defray Cost of Collecting Delinquent Property Taxes was presented to the Board for Review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit F.)

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve the Resolution Providing for a Penalty to Defray Cost of Collecting Delinquent Property Taxes.

11. Tax Collector Report Received

Ms. Cumming presented a report of taxes collected and taxes outstanding as of January 31, 2014 for the Board's review. (Copy attached hereto as part of these minutes and identified as Exhibit G.)

12. Financial Report Approved

The Financial Report ending November 30, 2013 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit H.)

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve the Financial Report ending November 30, 2013.

13. Operating Disbursements Report Approved

The Operating Disbursements Report ending January 31, 2014 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit I.)

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve the Operating Disbursements Report ending January 31, 2014.

14. Pay Application No. 5 for Water Meter Replacement Program Approved

Mr. Rosenbaum presented Pay Application No. 5 for Water Meter Replacement Program for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit J.)

Thereupon, by motion duly made by Director Savely and seconded by Director Branch, the Board voted unanimously to approve Pay Application No. 5 for National Metering Service, Inc. for \$40,426.18.

15. Pay Application No. 3 and Final for Water System Phase 2 Rehabilitation Approved

Mr. Rosenbaum presented Pay Application No. 3 & Final for Water System Phase 2 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit K.)

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 3 and Final for Reliance Construction Services, L.P., for \$31,890.90.

16. Pay Application No. 1 for Sanitary Sewer Phase 58 TV Inspections Approved

Mr. Rosenbaum presented Pay Application No. 1 for Sanitary Sewer Phase 58 TV Inspections for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit L.)

Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 1 for Midwest Trenchless Technologies, Inc. for \$30,899.58.

17. Duplicate Item Deleted

Deleted.

18. Review Bids for Sanitary Sewer Phase 60 Smoke Testing Approved

Mr. Rosenbaum presented bids received for Sanitary Sewer Phase 60 Smoke Testing for the Board's review and discussion to consider options, accept or reject the bids. (Copy attached hereto as part of these minutes and identified as Exhibit M.)

Thereupon, by motion duly made by Director Branch and seconded by Director V. Johnson, the Board voted unanimously to approve awarding the contract to the low bidder based on the Engineer's recommendation, Wachs Valve & Hydrant Services, LLC, with a bid of \$54,694.24 and 60 calendar days.

19. Pay Application No. 2 for Lift Station 12 Rehabilitation
Approved
- Mr. Rosenbaum presented Pay Application No. 2 for Lift Station 12 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit N.)
- Thereupon, by motion duly made by Director V. Johnson and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 2 for Tartob Commercial Services, LLC for \$12,429.00.
20. Pay Application No. 1 for Storm Sewer Phase 24 Rehabilitation
Approved
- Mr. Rosenbaum presented Pay Application No. 1 for Storm Sewer Phase 24 Rehabilitation for the Board's review and approval. (Copy attached hereto as part of these minutes and identified as Exhibit O.)
- Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve Pay Application No. 1 for R.L. Utilities, Inc. for \$112,099.77.
21. Review Bids for Storm Sewer Phase 25 Rehabilitation
Approved
- Mr. Rosenbaum presented bids received for Storm Sewer Phase 25 Rehabilitation for the Board's review and discussion to consider options, accept or reject the bids. (Copy attached hereto as part of these minutes and identified as Exhibit P.)
- Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve awarding the contract to the low bidder based on the Engineer's recommendation, National Power Rodding Corporation, with a bid of \$225,955.57 and 90 calendar days.
22. Authorize Advertising for Construction Bids for Exploration Green Phase 1A Detention Pond
Approved
- Mr. Rosenbaum requested Board approval to authorize advertising for construction bids for Exploration Green Phase 1A Detention Pond.
- Thereupon, by motion duly made by Director Savely and seconded by Director Branch, and opposed by Director V. Johnson, the Board voted to approve advertising for Exploration Green Phase 1A Detention Pond. Motion carried with 4 ayes and 1 nay.
23. Engineer's Report
- Mr. Rosenbaum presented a written status of projects for the Board's review and discussion. (Copy attached hereto as part of these minutes and identified as Exhibit Q.)
24. Capital Projects Disbursements
Approved
- The Capital Projects Disbursements Report was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit R.)
- Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve the Capital Projects Report in the amount of \$401,498.35.
25. Attorney's Report
- Mr. Schweinle reported there is a meeting with National Metering Service set for next Thursday to attempt to resolve contract issues. He also reported there is an issue with a WCID #156 resident concerning an easement dispute. WCID #156 will be responsible for attorney fees associated with this resident.
26. Investment Summary
Approved
- The Investment Summary ending December 31, 2013 was presented for the Board's approval. (Copy attached hereto as part of these minutes and identified as Exhibit S.)
- Thereupon, by motion duly made by Director Savely and seconded by Director G. Johnson, the Board voted unanimously to approve the Investment Summary ending December 31, 2013.

27. General Manager's Report

Mr. Byrd reported that five out of fourteen inlets have been fixed by the City of Houston. The City of Houston said it would be 30 to 45 days for them to complete the remaining repairs.

Mr. Byrd reported to the Board that Ditch N (Brookwood) has a partial collapse in sedimentation basin and sloughing on the slope. After researching it was determined Ditch N was not conveyed to Harris County Flood Control District and that CLCWA is responsible. The project has been turned over to LAN for their review and recommendation.

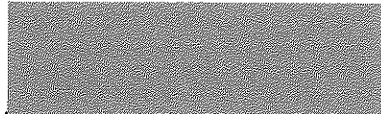
Mr. Curtis Rodgers reported that there are 200 plus trees now in the tree farm. The irrigation is tied into the reuse water system.

28. Old and New Business

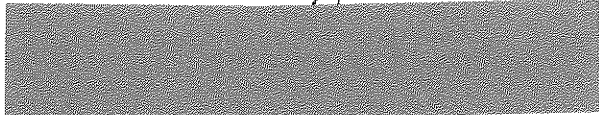
Director Branch commented on receiving the HGAC Parks and Natural Areas Award 2013 for Exploration Green.

29. Meeting Adjourned

President Yoder declared the regular meeting adjourned at 8:20 p.m.

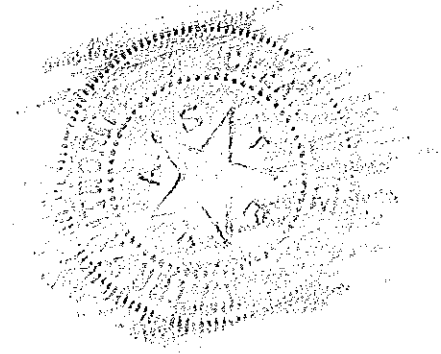


President, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY



Secretary, Board of Directors
CLEAR LAKE CITY WATER AUTHORITY

(SEAL)



DATE APPROVED: March 13, 2014